

**MINUTES**  
**Board of Directors Meeting**  
**Friday, November 16, 2007**  
**Vance Building, 5<sup>th</sup> Floor Conference Room**

**ATTENDANCE**

Members present: Gloria Burton, Mike Gempler, Billie Heath, John Smith, Mario Villanueva, and Mike Youngquist. Members participating by phone: Roger Bairstow, Guillermo Castaneda, Dixie Kracht, Stella Vasquez, Tomás Villanueva, Steven Witte., Ex Officio members present: Janet Abbett, Washington State Department of Community, Trade, and Economic Development. Staff present: Brien Thane and Rosalinda Mendoza.

Members not present: Donn Etherington and Alicia McRae.

**WELCOME AND INTRODUCTIONS**

Mario Villanueva called the meeting to order at 10:40 a.m., there being a quorum present.

Steve Witte announced that he may have to leave early and asked to make a brief report. Steve reported that Oregon Governor Ted Kulongoski will sign a bill prohibiting driver licenses for undocumented immigrants and feels that this could give a green light to Governor Gregoire to do the same. Mike Gempler updated us on the Farm Bill and AgJobs; Mike doesn't believe there will be Congressional action on AgJobs in the near term.

**I. APPROVAL OF THE MINUTES**

The Minutes of the October 3, 2007 Board meeting were reviewed. *Tomás Villanueva moved approval of the Minutes. Guillermo Castaneda seconded the motion. The motion passed with Roger Bairstow and Mike Gempler abstaining because they were not present at the October 3<sup>rd</sup> Board Meeting.*

**II. Financial Reports –September 2007, Fiscal Year End**

Treasurer Mike Gempler reviewed the Fiscal Year 2007 (October 1, 2006 – September 30, 2007) Financial Reports. Fiscal Year 2007 finished with revenue exceeding expenses by \$32,664. Mike noted that amount was listed incorrectly in the Agenda Item Summary. Total year-end assets are \$179,716, including \$161,547 cash on deposit.

Expenses were significantly below budget due to delays in hiring staff. The only budget line item over-spent was postage, almost entirely due to shipping 23 boxes of original surveys from ASR in California.

Revenue was also significantly below budget. Fundraising efforts fell below the 2007 forecasted budget. Mario provided an overview of the Finance Committee's recommendations to develop a fundraising committee and for Brien to prepare a fundraising plan. The Fundraising Committee should include both Board members and others. Brien stated he liked the idea and would appreciate the Board's participation in guiding the fundraising plan. Brien also announced his plans to hire a fund developer to help with the Trust's fundraising efforts. *Mike Youngquist moved to direct staff to establish a fundraising plan, organize a fundraising committee and hire a fund developer. Guillermo Castaneda seconded the motion. Motion passed unanimously.*

*John Smith moved approval of the September 30, 2007 Financial Reports. Billie Heath seconded the motion. Motion passed unanimously.*

### **III. Fiscal Year 2008 Work Plan and Program Updates**

*Mike Gempler urged the Trust to purchase a quality conference phone for meetings since directors on the phone were having trouble hearing. The directors present agreed by consensus to so direct staff.*

The Work Plan was reviewed and discussed at the October 3 Board Meeting. Brien presented the Work Plan with relatively minor adjustments made to incorporate directors' comments and fine tune the plan.

Mike Gempler suggested prioritizing the various program areas and stated his concern with the time commitment involved in the Evans School project. Janet Abbett explained that depends on how much the Trust plans to become involved in the project, on which she and CTED have taken the lead.

Mario brought back the issue of prioritizing the work plan and board members agreed that was a good idea. John Smith suggested that fundraising is a top priority, which many directors supported.

Mario suggested the board needs to discuss new program development. Guillermo suggested holding educational trainings or retreats for board members. General support was expressed for planning a Board/Staff Retreat, including informal social time, to discuss new program development. Brien proposed as part of the Retreat planning starting a compilation of directors' ideas such as collaborating with the WSU Department of Rural Sociology and landbanking.

John Smith recommended assigning percentages of time to program priorities to avoid spending too much time in one area. Mike Gempler urged that just a general sense of time allocation was sufficient.

*Guillermo moved to conditionally approve the work plan and Tomas seconded the motion. Mike Gempler spoke against the motion, stating that the work plan should be approved after it's been revised. Guillermo and Tomas withdrew the motion.*

### **V. Strategies for Linking Farmworker Housing and Economic Development**

Jack Peters of HUD and Ramona Burks of ICF presented an overview of their report on linking economic development and farmworker housing with an emphasis on the Yakima Valley. In September 2004, HUD's Washington State Field Office sponsored a workshop attended by 36 stakeholders with the purpose of improving the communication and coordination between housing and economic development providers in the Yakima Valley Region. This workshop resulted from an earlier focus group meeting that was held in Yakima in July 2003. While several ideas were discussed and participants made recommendations regarding next steps during the 2004 workshop, no specific activities or next steps were agreed upon.

The goal of this report is to present the results of research conducted to identify best practices, models, and approaches that other communities across the United States have undertaken to address farm worker housing and economic opportunities. Based on this research and interviews with local stakeholders, state and federal agency staff, the report highlights strategic options for Yakima County to consider and presents a series of recommended next steps.

General discussion ensued after Ramona's report.

## **VI. Fiscal Year 2008 Proposed Budget**

Treasurer Mike Gempler presented the proposed Fiscal Year 2008 Budget. The proposed budget is based on the FY'08 Work Plan and many of the same financial assumptions as FY'07, updated for known expenses such as rent at the new offices. Personnel expenses include hiring two additional staff this year (including Rosalinda Mendoza) and contributing the equivalent of 5% of staff members' salaries to their retirement plans. The proposed budget was developed in part for applications to the Gates and Allen Foundations. Mike stated that the Finance Committee recommended approval of the Fiscal Year 2008 Budget.

Janet stated the need to take into account the board retreat expenses under Travel expenses of the proposed budget. Brien explained that the contingency fund and the overestimated Equipment fund should help cover the retreat expenses.

*Guillermo moved to approve the Fiscal Year 2008 Proposed Budget. John seconded the motion. The motion passed unanimously.*

## **ADJOURNMENT**

There being no further business, Billie Heath moved and Mike Gempler seconded adjournment. The meeting was adjourned at 2:40 p.m.

Respectfully Submitted: \_\_\_\_\_  
Secretary

Approved: \_\_\_\_\_  
President/Vice President